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OOA Subject

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Development of a CIA Job Evaluation System

FROM:
Robert W. Magee
Director of Personnel

STAT [redacted]

EXTENSION [redacted]

NO. D/Pers 85-3321

DATE [redacted]

TO: (Officer designation, room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. General Counsel 3S03	13 DEC 1985	[illegible] O.K.		
2.				
3. DDA Registry 7D18 Hqs.	27 [illegible]			
4.				
5. Deputy Director for Administration				
6.				
7. D/OL				
8.				
9. [illegible]				
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STAT [redacted]

FORM 1-79 610 USE PREVIOUS EDITIONS

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D/Pers 85-3321

DEC 10 1985

MEMORANDUM FOR: Director of Logistics

VIA: Deputy Director for Administration
General Counsel

FROM: Robert W. Magee
Director of Personnel

SUBJECT: Development of a CIA Job Evaluation System

1. Attached is a Request for Procurement Services to procure a sole-source contract with the consulting firm of Towers, Perrin, Forster and Crosby (TPF&C) to conduct a study of the Agency job evaluation. The Deputy Director for Central Intelligence (DDCI) has given his approval to undertake the proposed study, and has approved the funds necessary.

2. It is our sense that there is a need for urgency in the pursuit of this study. We currently have underway an experiment with an alternative pay system in the Office of Communications, and we have had interest expressed from a number of other areas in the Agency in joining this experiment. We believe that to proceed with expansion of this experiment without completion of the job evaluation study risks serious damage to the occupational equities within the Agency. We also believe that to deny participation in the alternative pay experiment to other areas of the Agency longer than is absolutely necessary risks serious internal morale problems. For this reason, we have included a sole-source justification with the Request for Procurement Services which we have been advised by the General Counsel is sufficient to warrant use of sole-source. The firm we have suggested has conducted two previous studies for us, and is available with a cleared consulting team to begin the job evaluation study as soon as the necessary negotiations and other contracting actions have been completed.

3. If you concur in the use of a sole-source consulting services contract for this purpose, I request you take action to negotiate the contractual agreement with TPF&C to complete the proposed statement of work. The DDCI has approved up to $450,000 for the conduct of this study.

STAT

Robert W. Magee

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SUBJECT: Development of a CIA Job Evaluation System

CONCUR:

STAT [redacted] Sole Source OK. for JMH

General Counsel — Date

Deputy Director for Administration — Date

Director of Logistics — Date

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